

QUICK REFERENCE: Symptoms of COVID-19

Administrative Order 20-7v3

Order Effective Date: September 21, 2020



What to Do for Symptoms Compatible with COVID-19

NOTE: Symptoms may appear from 2 to 14 days following exposure.

Employees and Contractors with Symptoms Compatible with COVID-19

- When symptoms occur, individual should return home immediately, if at a Milwaukee County or public facility, or remain home.
 - If leaving from a County or public facility, symptomatic individual should: stay at least 6 feet away from others; wear mask; avoid contacting furniture, equipment and surfaces; avoid public transportation if possible
- Should notify their supervisor of their status as soon as possible and identify any spaces where they spent 15 minutes or more over the prior 48 hours.
- Should quarantine for as long as they have symptoms.
- Should consult with health care providers to determine whether or not to be tested for COVID-19. NOTE: if test results are positive, symptomatic individual should follow procedures for individuals with Confirmed Case of COVID-19.
- May telework if able.

Managers Notified of Symptomatic Individuals

- Should confirm symptoms and instruct symptomatic employee, contractor or visitor to leave County facility. Should wear a mask and maintain at least six feet of distance while confirming.
- Should cordon off areas where the symptomatic individual spent 15 minutes or more over the last 48 hours.
- Should request the local facilities team to conduct a Level I sanitation clean of all areas used by the symptomatic individual OR should follow [CDC guidance](#) for cleaning.
- Should notify other employees or contractors who had Close Contact with symptomatic individual so that they can monitor themselves for symptoms.

Return to Work for Employees or Contractors with Symptoms of COVID-19

- Employees or contractors with symptoms only (that is, do not have a confirmed case of COVID-19 and have not had close contact with someone with COVID19) should stay home and away from others until at least 24 hours after their last symptom ends.
 - If the symptom was fever, this means at least 24 hours of a temperature below 100.4 degrees without the aid of fever reducers such as aspirin or acetaminophen.
- Supervisors **do not** need a doctor's note for Symptomatic Individuals to return to work. Supervisors may ask individuals about symptoms to be sure the Return to Work Procedures are being correctly understood and applied before someone returns to work.

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Important Definitions

- **Close Contact:**
 - You were within 6 feet of an individual who has COVID-19 for 15 minutes or more **regardless of whether you or the individual were wearing face masks or other personal protective equipment (PPE)**; and/or
 - You provided care at home to someone who is sick with COVID-19; and/or
 - You had direct physical contact with a person with COVID-19 (touched, hugged, or kissed them); and/or
 - You shared eating or drinking utensils with an individual with COVID-19; and/or
 - An individual with COVID-19 sneezed, coughed, or somehow got respiratory droplets on you.
- **Confirmed Case of COVID-19:** A case of COVID-19 that has been confirmed through a positive test for COVID-19 OR has been confirmed by a medical professional as being a suspected case of COVID-19 based on symptoms.
- **Quarantine:** Keeps **someone who might have been exposed** to the virus away from others. When you quarantine, you should:
 - Stay home!
 - Watch for fever (100.4°F), cough, shortness of breath, or [other symptoms](#) of COVID-19
 - If possible, stay away from others, especially people who are at [higher risk](#) for getting very sick from COVID-19
- **Symptoms Compatible with COVID-19:** Please note that symptoms may appear from 2 to 14 days following exposure. Also see the [CDC self-check tool](#) for identifying COVID-19 symptoms. The following symptoms may be symptoms of COVID-19 if they are new for you or if you do not commonly experience them:

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| ▪ Fever (100.4°F / 37.9°C or greater) or chills | ▪ Diarrhea |
| ▪ Unexpected fatigue | ▪ Sore throat |
| ▪ Nausea or vomiting | ▪ Shortness of breath or difficulty breathing |
| ▪ Loss of taste or smell | ▪ Headache |
| ▪ Cough | ▪ Congestion or running nose |
| ▪ Muscle or body aches (not related to exercise) | |